

# PHA Plans

5 Year Plan for Fiscal Years 2009 - 2014

Annual Plan for Fiscal Year 2009

## PHA Plan Agency Identification

**PHA Name:** Petersburg Redevelopment and Housing Authority **PHA Number:** VA020

**PHA Fiscal Year Beginning: (mm/yyyy)** 01/2009

### PHA Programs Administered:

☒ **Public Housing and Section 8**    ☐ **Section 8 Only**    ☐ **Public Housing Only**  
Number of public housing units: 459    Number of S8 units:    Number of public housing units:  
Number of S8 units: 737

☐ **PHA Consortia:** (check box if submitting a joint PHA Plan and complete table)

Participating PHAs	PHA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	# of Units Each Program
Participating PHA 1:				
Participating PHA 2:				
Participating PHA 3:				

### Public Access to Information

**Information regarding any activities outlined in this plan can be obtained by contacting:**  
(select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices

### Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☒ PHA development management offices
- ☐ PHA local offices
- ☐ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☐ Public library
- ☐ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2009 - 2014**  
[24 CFR Part 903.5]

**A. Mission**

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

☒ The PHA's mission is: (state mission here)

The mission of the Petersburg Redevelopment and Housing Authority is to provide housing, economic and asset building opportunities for the residents of our community particularly families of low and moderate income.

**B. Goals**

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

**HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.**

☒ PHA Goal: Expand the supply of assisted housing  
Objectives:  
☒ Apply for additional rental vouchers:  
☒ Reduce public housing vacancies:  
☒ Leverage private or other public funds to create additional housing opportunities:  
☒ Acquire or build units or developments  
☐ Other (list below)

☒ PHA Goal: Improve the quality of assisted housing  
Objectives:  
☒ Improve public housing management: (PHAS score) 59 (2007)  
☒ Improve voucher management: (SEMAP score) 48 (2007)  
☒ Increase customer satisfaction:  
☒ Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)  
☒ Renovate or modernize public housing units:  
☒ Demolish or dispose of obsolete public housing:  
☒ Provide replacement public housing:

- ☒ Provide replacement vouchers:  
☐ Other: (list below)

☒ PHA Goal: Increase assisted housing choices

Objectives:

- ☒ Provide voucher mobility counseling:  
☒ Conduct outreach efforts to potential voucher landlords  
☒ Increase voucher payment standards  
☒ Implement voucher homeownership program:  
☒ Implement public housing or other homeownership programs:  
☒ Implement public housing site-based waiting lists:  
☒ Convert public housing to vouchers:  
☐ Other: (list below)

**HUD Strategic Goal: Improve community quality of life and economic vitality**

☒ PHA Goal: Provide an improved living environment

Objectives:

- ☒ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:  
☒ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:  
☒ Implement public housing security improvements:  
☒ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)  
☒ Other: (list below)

- Improve curb appeal
- Enhance the image of affordable housing in our community

**HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals**

☒ ☒ PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

- ☒ Increase the number and percentage of employed persons in assisted families:  
☒ Provide or attract supportive services to improve assistance recipients' employability:  
☒ Provide or attract supportive services to increase independence for the elderly or families with disabilities.  
☒ Other: (list below)

Assist children of constituents achieve higher education.

**HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans**

☒ PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

- ☒ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
- ☒ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
- ☒ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
- ☐ Other: (list below)

**Other PHA Goals and Objectives: (list below)**

PHA Goal: Continue active partnership with the City in designated areas throughout the City by continuing joint neighborhood revitalization efforts and economic development programs. Continue homeownership programs. To assist the City of Petersburg to redefine Conservation Districts and define blighted areas. Maintain the improved cooperative partnership with the City of Petersburg. Improve communications with the City Administration.

**Annual PHA Plan**  
**PHA Fiscal Year 2009**  
[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

☐

**Standard Plan**

☒

**Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

The Petersburg Redevelopment and Housing Authority (Authority) has prepared its annual plan of action to complement both existing activities and to prepare to implement the new initiatives outlined in the 5 Year Plan and the mission statement of the Authority.

Certain of these activities involve the collection, inspection, revision and submission of the Authority's various policies, approaches and procedures to make for a more open and efficient operation.

The Authority will continue with its capital improvement program modernizing its elderly and family facilities, and will be promoting the development of affordable housing. The Cedar Lawn HOPE I program is near completion with most of the units sold, under contract, or occupied by Lease/Purchase tenants. This program has helped over 40 income qualified families, to date, become homeowners. The air conditioning of the Pin Oaks development has been put on hold. A study is currently being prepared to determine the most appropriate way to revitalize this community. This study is projected to be completed during the fourth quarter of 2008.

In areas of resident initiatives, the Authority will continue to work closely with existing resident councils to make conditions better in the developments. The Family Self-Sufficiency Program will be continued encouraging residents to become productive members of the community.

The Authority is working closely with the City of Petersburg to use its resources to pursue additional initiatives that will accrue to the benefit of the businesses and residents of the City. These initiatives will be continuously evolving and ongoing.

### **iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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#### **Attachments**

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

##### **Required Attachments:**

- ☒ Admissions Policy for Deconcentration (va020a02)
- ☒ FY 2009 Capital Fund Program Annual Statement (va020m02)
- ☒ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY) (va020p02)

##### **Optional Attachments:**

- ☒ PHA Management Organizational Chart (va020j02)
- ☒ Capital Fund Program 5 Year Action Plan (va020n02)
- ☐ Public Housing Drug Elimination Program (PHDEP) Plan
- ☐ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- ☒ Other (List below, providing each attachment name)

1. Admissions Policy for Deconcentration (va020a02)
2. Section 8 Homeownership Capacity Statement (va020b02)
3. Voluntary Conversion Required Initial Assessment (va020c02)
4. Definition of Substantial Deviation and Significant Amendment or Modification (va020d02)
5. Description of Community Service Implementation (va020e02)
6. Assessment of Demographic Changes Site-Based Waiting List Implementation (va020f02)
7. Project-based Housing Choice Voucher (va020g021)
8. Petersburg Redevelopment and Housing Authority Pet Policy (va020h02)
9. Statement of Progress of meeting 5-year goals (va020i02)
10. Petersburg Redevelopment and Housing Authority Organizational Chart (va020j02)
11. Identification of Resident Commissioner (va020k02)
12. Public Hearing minutes and sign-in sheet (va020l02)
13. Capital Fund Program 2009 Annual Statement (va020m02)
14. Capital Fund Program Five Year Action Plan (va020n02)
15. Performance & Evaluation Reports for CFP and RHP (va020o02)
16. AMP operating budget (va020p02)
17. Violence Against Women Act Policy (va020q02)

### Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
Tompkins Building	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
Tompkins Building	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
Tompkins Building	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
Tompkins Building	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
Tompkins Building	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
Tompkins Building	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
Tompkins	Section 8 Administrative Plan	Annual Plan: Eligibility,



<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
Building		Selection, and Admissions Policies
Tompkins Building	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
Tompkins Building	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
Tompkins Building	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
Tompkins Building	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
Tompkins Building	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
Tompkins Building	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
Tompkins Building	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
Tompkins Building	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
Tompkins Building	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
Tompkins Building	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
Tompkins Building	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the	Annual Plan: Conversion of Public Housing

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	1996 HUD Appropriations Act	
Tompkins Building	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan (Pending)	Annual Plan: Homeownership
Tompkins Building	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
Tompkins Building	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
Tompkins Building	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
Tompkins Building	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
Tompkins Building	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

# 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

## A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Accessibility	Size	Location
Income <= 30% of AMI	2,288	5	4	5	2	3	4
Income >30% but <=50% of AMI	1,341	4	4	3	2	3	4
Income >50% but <80% of AMI	1,617	3	3	3	2	2	3
Elderly	931	5	2	3	3	3	4
Families with Disabilities	296	5	4	4	5	3	3
Race/Ethnicity B	3,030	4	4	4	2	3	4
Race/Ethnicity W	484	4	4	4	2	3	4
Race/Ethnicity H	42	4	4	4	2	3	4
Race/Ethnicity A	NA						

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☐ Consolidated Plan of the Jurisdiction/s  
Indicate year: 2000 - 2005
- ☒ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset 2000
- ☐ American Housing Survey data  
Indicate year:
- ☐ Other housing market study  
Indicate year:
- ☒ Other sources: (list and indicate year of information)  
PRHA's Low Rent and Housing Choice Voucher Waiting Lists

## B. Housing Needs of Families on the Public Housing and Section 8 Tenant-Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

## Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- ☐ Section 8 tenant-based assistance  
☒ Public Housing  
☐ Combined Section 8 and Public Housing  
☐ Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	956		50
Extremely low income <=30% AMI	813	85%	
Very low income (>30% but <=50% AMI)	112	12%	
Low income (>50% but <80% AMI)	31	3%	
Families with children	384	40%	
Elderly families	63	7%	
Families with Disabilities	234	24%	
White	23	2%	
Black	711	74%	
Indian	0		
Asian	0		
Hispanic	165	17%	

Characteristics by  
Bedroom Size (Public  
Housing Only)

0 BR	28	3%	
1 BR	359	38%	
2 BR	359	38%	
3 BR	181	19%	
4 BR	24	3%	
5 BR	5	1%	
5+ BR	0		

Is the waiting list closed (select one)? ☒ No ☐ Yes

If yes:

How long has it been closed (# of months)?

Does the PHA expect to reopen the list in the PHA Plan year? ☐ No ☐ Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☐ No ☐ Yes

## Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- ☒ Section 8 tenant-based assistance  
☐ Public Housing  
☐ Combined Section 8 and Public Housing  
☐ Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	325		
Extremely low income <=30% AMI	273	84%	
Very low income (>30% but <=50% AMI)	52	16%	
Low income (>50% but <80% AMI)	0	0	
Families with children	283	87%	
Elderly families	14	4%	
Families with Disabilities	62	19%	
White	7	2%	
Black	317	97%	
Indian	1	1%	
Asian	0	0	
Hispanic	0	0	

Characteristics by  
Bedroom Size (Public  
Housing Only)

0 BR			
1 BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			

Is the waiting list closed (select one)? ☐ No ☒ Yes

If yes:

How long has it been closed (# of months)? 12 months

Does the PHA expect to reopen the list in the PHA Plan year? ☒ No ☐ Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☒ No ☐ Yes

### C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

The Petersburg Redevelopment and Housing Authority will be utilizing a comprehensive strategy combining additional affordable housing development, homeownership opportunities, creative financing and community outreach to address the needs of the varying populations in the region.

#### (1) Strategies

**Need: Shortage of affordable housing for all eligible populations**

**Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:**

Select all that apply

- ☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☒ Reduce turnover time for vacated public housing units
- ☒ Reduce time to renovate public housing units
- ☒ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☒ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☒ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☒ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☒ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☒ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

**Strategy 2: Increase the number of affordable housing units by:**

Select all that apply

- ☒ Apply for additional section 8 units should they become available
- ☒ Leverage affordable housing resources in the community through the creation of mixed - finance housing
- ☒ Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- ☐ Other: (list below)

**Need: Specific Family Types: Families at or below 30% of median**

**Strategy 1: Target available assistance to families at or below 30 % of AMI**

Select all that apply

- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- ☐ Employ admissions preferences aimed at families with economic hardships
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

**Need: Specific Family Types: Families at or below 50% of median**

**Strategy 1: Target available assistance to families at or below 50% of AMI**

Select all that apply

- ☒ Employ admissions preferences aimed at families who are working
- ☒ Adopt rent policies to support and encourage work
- ☒ Other: (list below)

The PRHA will provide allowances to assist working families to commit resources to support Family Self Sufficiency and other welfare to work reforms.

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

- ☐ Seek designation of public housing for the elderly
- ☒ Apply for special-purpose vouchers targeted to the elderly, should they become available
- ☐ Other: (list below)

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- ☐ Seek designation of public housing for families with disabilities
- ☐ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☒ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- ☒ Affirmatively market to local non-profit agencies that assist families with disabilities
- ☐ Other: (list below)

**Need: Specific Family Types: Races or ethnicities with disproportionate housing needs**

**Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**

Select if applicable

- ☒ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- ☒ Other: (list below)  
The PRHA will target underutilized markets by outreach and advertising in specialized media.

## **Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

- ☒ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- ☒ Market the section 8 program to owners outside of areas of poverty /minority concentrations
- ☐ Other: (list below)

## **Other Housing Needs & Strategies: (list needs and strategies below)**

### **(2) Reasons for Selecting Strategies**

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☒ Funding constraints
- ☒ Staffing constraints
- ☒ Limited availability of sites for assisted housing
- ☒ Extent to which particular housing needs are met by other organizations in the community
- ☒ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- ☒ Influence of the housing market on PHA programs
- ☒ Community priorities regarding housing assistance
- ☒ Results of consultation with local or state government
- ☒ Results of consultation with residents and the Resident Advisory Board
- ☒ Results of consultation with advocacy groups
- ☐ Other: (list below)



## 2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2009 grants)</b>	1,173,598	
a) Public Housing Operating Fund	844,134	
b) Public Housing Capital Fund		
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Housing Choice Voucher Assistance	4,437,968	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME	65,000	
Other Federal Grants (list below)		
HCVP - FSS		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
<b>3. Public Housing Dwelling Rental Income</b>	1,000,224	
<b>4. Other income (list below)</b>		
a) Interest Income (Home Sales and PH)	83,000	
b) Other Income	8,000	
c) Management and Mgd WKO Fees	76,570	
d) Other Homes Sales Income	40,000	
e) Developer's Fee Interest	48,836	
<b>5. Non-federal sources (list below)</b>		
Excess Utilities	106,212	
<b>Total resources</b>	<b>\$ 7,883,542</b>	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.7 9 (c)]

#### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

##### **(1) Eligibility**

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- ☒ When families are within a certain number of being offered a unit: (20)
- ☐ When families are within a certain time of being offered a unit: (state time)
- ☐ Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- ☒ Criminal or Drug-related activity
- ☒ Rental history
- ☒ Housekeeping
- ☒ Other (describe)  
The PRHA also checks credit history and references of potential tenants.

c. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

##### **(2)Waiting List Organization**

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- ☒ Community-wide list
- ☐ Sub-jurisdictional lists
- ☐ Site-based waiting lists
- ☒ Other (describe)
  - Site Based Waiting List at the Elderly Site

b. Where may interested persons apply for admission to public housing?

- ☒ PHA main administrative office
- ☐ PHA development site management office
- ☐ Other (list below)

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection (3) **Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year? One

2. ☐ Yes ☒ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
If yes, how many lists? One
3. ☒ Yes ☐ No: May families be on more than one list simultaneously  
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
- ☒ PHA main administrative office
  - ☐ All PHA development management offices
  - ☐ Management offices at developments with site-based waiting lists
  - ☐ At the development to which they would like to apply
  - ☐ Other (list below)

### **(3) Assignment**

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
- ☒ One
  - ☐ Two
  - ☐ Three or More
- b. ☒ Yes ☐ No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

### **(4) Admissions Preferences**

- a. Income targeting:
- ☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?
- b. Transfer policies:
- In what circumstances will transfers take precedence over new admissions? (list below)
- ☒ Emergencies
  - ☒ Overhoused
  - ☒ Underhoused
  - ☒ Medical justification
  - ☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
  - ☐ Resident choice: (state circumstances below)
  - ☐ Other: (list below)

c. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☒ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☒ Victims of domestic violence
- ☒ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☒ Working families and those unable to work because of age or disability
- ☒ Veterans and veterans’ families
- ☒ Residents who live and/or work in the jurisdiction
- ☒ Those enrolled currently in educational, training, or upward mobility programs
- ☒ Households that contribute to meeting income goals (broad range of incomes)
- ☒ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☒ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

1 Date and Time

Former Federal preferences:

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 1 Victims of domestic violence
- 1 Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- ☒ Working families and those unable to work because of age or disability
- ☒ Veterans and veterans’ families
- ☒ Residents who live and/or work in the jurisdiction

- ☒ Those enrolled currently in educational, training, or upward mobility programs
- ☒ Households that contribute to meeting income goals (broad range of incomes)
- ☒ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☒ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)
- Families with children under six with lead poisoning.

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

**(5) Occupancy**

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- ☒ The PHA-resident lease
- ☒ The PHA's Admissions and (Continued) Occupancy policy
- ☒ PHA briefing seminars or written materials
- ☒ Other source (list)
- Code of Federal Regulations

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- ☒ At an annual reexamination and lease renewal
- ☒ Any time family composition changes
- ☒ At family request for revision
- ☐ Other (list)

**(6) Deconcentration and Income Mixing**

a. ☐ Yes ☒ No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. ☐ Yes ☒ No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- ☐ Adoption of site-based waiting lists  
If selected, list targeted developments below:
- ☐ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments

If selected, list targeted developments below:

- ☐ Employing new admission preferences at targeted developments  
If selected, list targeted developments below:

- ☐ Other (list policies and developments targeted below)

- d. ☐ Yes ☒ No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- ☐ Additional affirmative marketing  
☐ Actions to improve the marketability of certain developments  
☐ Adoption or adjustment of ceiling rents for certain developments  
☐ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing  
☐ Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

- ☒ Not applicable: results of analysis did not indicate a need for such efforts  
☐ List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- ☒ Not applicable: results of analysis did not indicate a need for such efforts  
☐ List (any applicable) developments below:

## B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

**Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### (1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- ☒ Criminal or drug-related activity only to the extent required by law or regulation  
☐ Criminal and drug-related activity, more extensively than required by law or regulation  
☒ More general screening than criminal and drug-related activity (list factors below)  
☒ Other (list below)

The Authority checks with any previous assisted housing tenancy for drug related activities, possible evictions or tenant damage.

- b. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

- c. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- ☐ Criminal or drug-related activity
- ☒ Other (describe below)

If it is requested we will share the address of the previous landlord, and with tenants authorization the previous inspection reports.

## **(2) Waiting List Organization**

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- ☐ None
- ☒ Federal public housing
- ☐ Federal moderate rehabilitation
- ☐ Federal project-based certificate program
- ☒ Other federal or local program (list below)

Project-based Voucher participants

- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- ☐ PHA main administrative office
- ☒ Other (list below)

Designated location (when list is open)

## **(3) Search Time**

- a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

The Petersburg Redevelopment and Housing Authority extends the period for searches beyond 60 days for a variety of reasons some of which are due to market conditions which make searches more difficult, because of the disability of the applicant, and on account of other hardships experienced and demonstrated by applicants. Another factor taken into account is if residents are being relocated from existing Authority properties and have difficulty finding other housing in a timely manner. In all cases applicants must demonstrate hardship by obtaining request for lease approval (RLA) rejection notices.

#### **(4) Admissions Preferences**

##### a. Income targeting

- ☒ Yes ☐ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

##### b. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

##### Former Federal preferences

- ☒ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)  
☐ Victims of domestic violence  
☐ Substandard housing  
☐ Homelessness  
☐ High rent burden (rent is > 50 percent of income)

##### Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability  
☐ Veterans and veterans' families  
☐ Residents who live and/or work in your jurisdiction  
☐ Those enrolled currently in educational, training, or upward mobility programs  
☐ Households that contribute to meeting income goals (broad range of incomes)  
☐ Households that contribute to meeting income requirements (targeting)  
☐ Those previously enrolled in educational, training, or upward mobility programs  
☐ Victims of reprisals or hate crimes  
☒ Other preference(s) (list below)

Extremely low income

Involuntary Displacement due to Property Disposition

Board Approval on 9/26/2000

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

1 Date and Time

##### Former Federal preferences



Involuntary Displacement (Disaster, Government Action, Action of Housing Owner,  
Inaccessibility, Property Disposition)  
Victims of domestic violence  
Substandard housing  
Homelessness  
High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- ☐ Date and time of application
- ☒ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)

- ☐ This preference has previously been reviewed and approved by HUD
- ☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

#### **(5) Special Purpose Section 8 Assistance Programs**

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- ☒ The Section 8 Administrative Plan
- ☒ Briefing sessions and written materials
- ☒ Other (list below)  
HUD Voucher Program Guidebook, Housing Choice 7420.10G, April 2001

b. How does the PHA announce the availability of any special-purpose Section 8 programs to the public?

- ☒ Through published notices
- ☐ Other (list below)

#### **4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

##### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

##### **(1) Income Based Rent Policies**

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

##### **a. Use of discretionary policies: (select one)**

- ☐ The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- ☒ The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

##### **b. Minimum Rent**

##### **1. What amount best reflects the PHA's minimum rent? (select one)**

- ☐ \$0  
☐ \$1-\$25  
☒ \$26-\$50

2. ☒ Yes ☐ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

##### **3. If yes to question 2, list these policies below:**

- Family must request and prove hardship

##### **c. Rents set at less than 30% than adjusted income**

1. ☐ Yes ☒ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

##### **d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)**

- ☐ For the earned income of a previously unemployed household member  
☐ For increases in earned income  
☐ Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

- ☐ Fixed percentage (other than general rent-setting policy)  
If yes, state percentage/s and circumstances below:

- ☐ For household heads  
☐ For other family members  
☐ For transportation expenses  
☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families  
☐ Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

- ☐ Yes for all developments  
☐ Yes but only for some developments  
☒ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- ☐ For all developments  
☐ For all general occupancy developments (not elderly or disabled or elderly only)  
☐ For specified general occupancy developments  
☐ For certain parts of developments; e.g., the high-rise portion  
☐ For certain size units; e.g., larger bedroom sizes  
☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- ☐ Market comparability study  
☐ Fair market rents (FMR)  
☐ 95<sup>th</sup> percentile rents  
☐ 75 percent of operating costs  
☐ 100 percent of operating costs for general occupancy (family) developments  
☐ Operating costs plus debt service  
☐ The "rental value" of the unit  
☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- ☐ Never

- ☐ At family option
- ☒ Any time the family experiences an income increase
- ☐ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_
- ☐ Other (list below)

g. ☐ Yes ☒ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

## **(2) Flat Rents**

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- ☒ The section 8 rent reasonableness study of comparable housing
- ☐ Survey of rents listed in local newspaper
- ☒ Survey of similar unassisted units in the neighborhood
- ☐ Other (list/describe below)

## **B. Section 8 Tenant-Based Assistance**

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### **(1) Payment Standards**

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☐ At or above 90% but below 100% of FMR
- ☒ 100% of FMR
- ☐ Above 100% but at or below 110% of FMR
- ☐ Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ The PHA has chosen to serve additional families by lowering the payment standard
- ☐ Reflects market or submarket
- ☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- ☐ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ Reflects market or submarket
- ☐ To increase housing options for families

☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

☒ Annually

☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

☒ Success rates of assisted families

☒ Rent burdens of assisted families

☐ Other (list below)

## **(2) Minimum Rent**

a. What amount best reflects the PHA's minimum rent? (select one)

☒ \$0

☐ \$1-\$25

☐ \$26-\$50

b. ☒ Yes ☐ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

In accordance with HUD Guidebook 7420.10G, Section 6.4, revised April 1, 2001.

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

### **A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

☒ An organization chart showing the PHA's management structure and organization is attached.

☐ A brief description of the management structure and organization of the PHA follows:

### **B. HUD Programs Under PHA Management**

— List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	408	5%
Section 8 Vouchers	594	5%
Section 8 Certificates	0	

Section 8 Mod Rehab	0	
Special Purpose Section 8 Certificates/Vouchers (list individually)	0	
Public Housing Drug Elimination Program (PHDEP)	0	
Other Federal Programs(list individually)		
Downpayment Assistance		

### **C. Management and Maintenance Policies**

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

CODE OF FEDERAL REGULATIONS, HOUSING AND URBAN DEVELOPMENT, PARTS 800 AND 900, PUBLIC HOUSING AND SECTION 8

PERSONNEL POLICY AND EMPLOYEE HANDBOOK, July 2004  
INCLUDING:

PROFESSIONAL DEVELOPMENT AND TRAINING PROCEDURES  
NON-MONETARY REWARD SYSTEM  
EMPLOYEE ASSISTANCE PROGRAM POLICY  
SUMMARY OF FAMILY MEDICAL LEAVE ACT OF 1993  
REDUCTION IN FORCE POLICY  
GRIEVANCE PROCEDURE  
SUBSTANCE ABUSE POLICY IN ACCORDANCE WITH THE DRUGFREE  
WORKPLACE ACT OF 1988

PROCUREMENT POLICY, MAY 28, 2002, AMENDED JANUARY 24, 2005 and MAY 19, 2008

ADMISSIONS AND CONTINUED OCCUPANCY POLICY, NOVEMBER, 1997,  
AMENDED OCTOBER, 2005

RENT COLLECTION POLICY, SEPTEMBER 1996

VACANCY NOTIFICATION POLICY

MAINTENANCE WORK PLAN, MAY 2004

PUBLIC HOUSING ASSESSMENT SYSTEM

FAMILY SELF-SUFFICIENCY ACTION PLAN

CAPITAL FUND GRANT PROGRAM

COST ALLOCATION PLAN, 2004, 2007

FAMILY HOUSING PET POLICY, OCTOBER 2000

COMMUNITY SERVICE POLICY, OCTOBER 2000

AMERICANS WITH DISABILITIES ACT

SECTION 504 OF THE FAIR HOUSING ACT

VIOLENCE AGAINST WOMEN ACT POLICY 2008

(2) Section 8 Management: (list below)

HUD GUIDEBOOK 7420.10G: HOUSING PROGRAMS GUIDEBOOK –  
HOUSING CHOICE, APRIL 2001

SECTION 8 MANAGEMENT ASSESSMENT PROGRAM SEMAP

VIRGINIA LANDLORD TENANT ACT

PETERSBURG REDEVELOPMENT AND HOUSING AUTHORITY  
ADMINISTRATIVE PLAN NOVEMBER 23, 1999, REVISED SEPTEMBER 1,  
2000, 2002, 2003, 2005 and January 1, 2008.

VIOLENCE AGAINST WOMEN ACT POLICY 2008

## **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

### **A. Public Housing**

1. ☐ Yes ☒ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- ☐ PHA main administrative office  
☒ PHA development management offices  
☒ Other (list below)
  - Applicants at the Leasing Office

#### **B. Section 8 Tenant-Based Assistance**

1. ☐ Yes ☒ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- ☒ PHA main administrative office  
☐ Other (list below)

### **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

#### **A. Capital Fund Activities**

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

#### **(1) Capital Fund Program Annual Statement**

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

- ☒ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

- ☐ The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

#### **(2) Optional 5-Year Action Plan**

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.



a. ☒ Yes ☐ No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund?  
(if no, skip to sub-component 7B)

b. If yes to question a, select one:

☒ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name

-or-

☐ The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

## **B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)**

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

☐ Yes ☒ No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)  
b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

- ☐ Revitalization Plan under development
- ☐ Revitalization Plan submitted, pending approval
- ☐ Revitalization Plan approved
- ☐ Activities pursuant to an approved Revitalization Plan underway

☐ Yes ☒ No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name/s below:

☐ Yes ☒ No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If yes, list developments or activities below:

☐ Yes ☒ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?

If yes, list developments or activities below:

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ☒ Yes ☐ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

### 2. Activity Description

- ☐ Yes ☒ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

<b>Demolition/Disposition Activity Description</b>
1a. Development name: Pin Oaks
1b. Development (project) number: VA020-003
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: 2010
5. Number of units affected: 150
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 2010 b. Projected end date of activity: 2012

## **9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities**

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9: Section 8 only PHAs are not required to complete this section.

1. ☒ Yes ☐ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity

description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

- ☐ Yes ☒ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

<b>Designation of Public Housing Activity Description</b>
1a. Development name: Sycamore Towers 1b. Development (project) number: VA020-002
2. Designation type: Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA’s Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u>(30/03/01)</u>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan? Pending
6. Number of units affected: 100 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

## **10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

### **A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act**

1. ☐ Yes ☒ No: Have any of the PHA’s developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If “No”, skip to component 11; if “yes”, complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If

“yes”, skip to component 11. If “No”, complete the Activity Description table below.

<b>Conversion of Public Housing Activity Description</b>	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	
<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)	
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	
<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway	
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)	
<input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: ) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: ) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: ) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)	

**B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937**

**C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937**

## **11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

### **A. Public Housing**

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☒ Yes ☐ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

#### 2. Activity Description

- ☒ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>
1a. Development name: Cedar Lawn 1b. Development (project) number: VA020-005
2. Federal Program authority: <input checked="" type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input checked="" type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: <u>01/06/1994</u>
5. Number of units affected: 46 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

## B. Section 8 Tenant Based Assistance

1. ☒ Yes ☐ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

### 2. Program Description:

#### a. Size of Program

- ☒ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☒ 25 or fewer participants  
☐ 26 - 50 participants  
☐ 51 to 100 participants  
☐ more than 100 participants

#### b. PHA-established eligibility criteria

- ☐ Yes ☒ No: Will the PHA’s program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?  
If yes, list criteria below:

## **12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component.  
Section 8-Only PHAs are not required to complete sub-component C.

### A. PHA Coordination with the Welfare (TANF) Agency

#### 1. Cooperative agreements:

- ☒ Yes ☐ No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? 10/07/1998

#### 2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- ☒ Client referrals  
☒ Information sharing regarding mutual clients (for rent determinations and otherwise)  
☒ Coordinate the provision of specific social and self-sufficiency services and programs to eligible families

- ☒ Jointly administer programs  
☐ Partner to administer a HUD Welfare-to-Work voucher program  
☒ Joint administration of other demonstration program  
☐ Other (describe)

## B. Services and programs offered to residents and participants

### (1) General

#### a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- ☐ Public housing rent determination policies  
☒ Public housing admissions policies  
☐ Section 8 admissions policies  
☐ Preference in admission to section 8 for certain public housing families  
☐ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA  
☒ Preference/eligibility for public housing homeownership option participation  
☐ Preference/eligibility for section 8 homeownership option participation  
☐ Other policies (list below)

#### b. Economic and Social self-sufficiency programs

- ☒ Yes ☐ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use. )

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Family Self Sufficiency		Waiting list And other	PHA main office	Both

## **(2) Family Self Sufficiency program/s**

### **a. Participation Description**

<b>Family Self Sufficiency (FSS) Participation</b>		
<b>Program</b>	<b>Required Number of Participants (start of FY 2000 Estimate)</b>	<b>Actual Number of Participants (As of: DD/MM/YY)</b>
Public Housing	45	10 (9/17/08)
Section 8	24	1 (9/17/08)

- b. ☒ Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?  
If no, list steps the PHA will take below:

### **C. Welfare Benefit Reductions**

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
- ☐ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
  - ☒ Informing residents of new policy on admission and reexamination
  - ☐ Actively notifying residents of new policy at times in addition to admission and reexamination.
  - ☒ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
  - ☒ Establishing a protocol for exchange of information with all appropriate TANF agencies
  - ☐ Other: (list below)

### **D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937**

## **13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

### **A. Need for measures to ensure the safety of public housing residents**

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)
- ☒ High incidence of violent and/or drug-related crime in some or all of the PHA's developments
  - ☒ High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments



- ☒ Residents fearful for their safety and/or the safety of their children
- ☒ Observed lower-level crime, vandalism and/or graffiti
- ☒ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- ☐ Other (describe below)

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- ☒ Safety and security survey of residents
- ☒ Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- ☒ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- ☒ Resident reports
- ☒ PHA employee reports
- ☒ Police reports
- ☐ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- ☐ Other (describe below)

3. Which developments are most affected? (list below)

- Pin Oaks
- Pecan Acres
- Sycamore Towers

## **B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year**

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- ☒ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- ☐ Crime Prevention Through Environmental Design
- ☒ Activities targeted to at-risk youth, adults, or seniors
- ☐ Volunteer Resident Patrol/Block Watchers Program
- ☒ Other (describe below)

Contracting with Private Security firm.

2. Which developments are most affected? (list below)

- Pin Oaks
- Pecan Acres
- Sycamore Towers

## **C. Coordination between PHA and the police**

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☐ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- ☒ Police provide crime data to housing authority staff for analysis and action
- ☐ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- ☐ Police regularly testify in and otherwise support eviction cases
- ☒ Police regularly meet with the PHA management and residents
- ☐ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- ☐ Other activities (list below)

2. Which developments are most affected? (list below)

- Pin Oaks
- Pecan Acres
- Sycamore Towers

#### **D. Additional information as required by PHDEP/PHDEP Plan**

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- ☐ Yes ☒ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- ☐ Yes ☒ No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- ☐ Yes ☐ No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_)

### **14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

The policy briefly is that pets are allowed depending on the size, number and kind depending upon the receipt of a deposit and the number of rooms to the Authority and the requirement that all animals which are required be registered with all appropriate shots and tags. Any pet which causes disturbance among residents or staff must be removed.

See Attachment va020h01.

### **15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

## **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

1. ☒ Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?  
(If no, skip to component 17.)
2. ☒ Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
3. ☒ Yes ☐ No: Were there any findings as the result of that audit?
4. ☐ Yes ☒ No: If there were any findings, do any remain unresolved?  
If yes, how many unresolved findings remain? \_\_\_\_\_
5. ☐ Yes ☐ No: Have responses to any unresolved findings been submitted to HUD?  
If not, when are they due (state below)?

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. ☒ Yes ☐ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)  
☐ Not applicable  
☐ Private management  
☒ Development-based accounting  
☒ Comprehensive stock assessment  
☒ Other: (list below)

Public Housing Development Homeownership

3. ☒ Yes ☐ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

### **A. Resident Advisory Board Recommendations**

1. ☐ Yes ☒ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

Residents were encouraged to make recommendations during Resident Council meetings. No suggestions or recommendations have been received.

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

- ☐ Attached at Attachment (File name)  
☐ Provided below:

3. In what manner did the PHA address those comments? (select all that apply)

- ☒ Considered comments, but determined that no changes to the PHA Plan were necessary.  
☐ The PHA changed portions of the PHA Plan in response to comments  
List changes below:

☐ Other: (list below)

### **B. Description of Election process for Residents on the PHA Board**

1. ☒ Yes ☐ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

2. ☐ Yes ☒ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

### **3. Description of Resident Election Process**

a. Nomination of candidates for place on the ballot: (select all that apply)

- ☐ Candidates were nominated by resident and assisted family organizations  
☐ Candidates could be nominated by any adult recipient of PHA assistance  
☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot  
☒ Other: (describe)  
Interested parties apply at City Hall and are appointed by the City of Petersburg's City Council.

b. Eligible candidates: (select one)

- ☒ Any recipient of PHA assistance  
☐ Any head of household receiving PHA assistance  
☐ Any adult recipient of PHA assistance  
☐ Any adult member of a resident or assisted family organization  
☐ Other (list)

c. Eligible voters: (select all that apply)

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)  
☐ Representatives of all PHA resident and assisted family organizations  
☒ Other (list)

Resident Commissioners are appointed to the Board of Commissioners by the City of Petersburg Council following an application process designed for any interested citizen. Elections to the Board of Commissioners is not applicable via the City Charter.

### **C. Statement of Consistency with the Consolidated Plan**

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: City of Petersburg
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
  - ☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
  - ☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
  - ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
  - ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
  - ☐ Other: (list below)
4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

The approved Consolidated Plan 2005-20011 for the City of Petersburg prepared by the Petersburg Department of Planning and Community Development in cooperation with the Petersburg Redevelopment and Housing Authority lists public housing and community development programs and initiatives resulting from ongoing planning and collaboration efforts between the City and the Housing Authority.

The following are included in the Consolidated Plan to address housing needs:

- Establish partnership to maximize housing, economic development and neighborhood revitalization initiatives.
- Rehabilitation of Public Housing to make them market competitive primarily utilizing Capital Fund Grant.
- Economic development, Public Housing resident initiatives.
- Homeownership opportunities for first time homebuyers.

### **D. Other Information Required by HUD**

Use this section to provide any additional information requested by HUD.

## **Attachments**

Use this section to provide any additional attachments referenced in the Plans.

1. Admissions Policy for Deconcentration (va020a02)
2. Section 8 Homeownership Capacity Statement (va020b02)
3. Voluntary Conversion Required Initial Assessment (va020c02)
4. Definition of Substantial Deviation and Significant Amendment or Modification (va020d02)
5. Description of Community Service Implementation (va020e02)
6. Assessment of Demographic Changes Site-Base2)
8. Petersburg Redevelopment and Housing Authority Pet Policy (va020h02)
9. Statement of Progress of meeting 5-year goals (va020i02)
10. Petersburg Redevelopment and Housing Authority Organizational Chart (va020j02)
11. Identification of Resident Commissioner (va020k02)
12. Public Hearing minutes and sign in sheet (va020l02)
13. Capital Fund Program 2009 Annual Statement (va020m02)
14. Capital Fund Program Five Year Action Plan (va020n02)
15. Performance & Evaluation Reports for CFP and RHP (va020o02)
16. AMP operating budget (va020p02)
17. Violence Against Women Act Policy (va020q02)

## Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management									
Development Identification		Activity Description							
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III Component 7a	Development Activities Component 7b	Demolition / disposition Component 8	Designated housing Component 9	Conversion Component 10	Home-ownership Component 11a	Other (describe) Component 17	
Pecan Acres VA020000101	16 – 1	General Modernization Activities						Site-based Accounting	
	40 – 2								
	48 – 3								
	36 – 4								
	8 – 5								
Sycamore Towers VA020000102	60 – 0	General Modernization Activities			Elderly Designation			Site-based Accounting	
	36 – 1								
	4 – 2								
Pin Oaks VA020000103	16 – 1	General Modernization Activities						Site-based Accounting	
	40 – 2								
	52 – 3								
	34 – 4								
	6 – 5								
Cedar Lawn VA020000104	2 – 6							Mixed Finance	
	20 – 2								
	17 – 3								
Valor Drive VA020000101	9 – 4	General Modernization Activities					Sale of remaining units	Site-based Accounting	
	10 – 2								

## **Petersburg Redevelopment and Housing Authority Deconcentration Policy**

The Petersburg Redevelopment and Housing Authority has committed to the economic uplift of its current and future residents for its primary deconcentration policy. The policy will be conducted at all the family housing complexes and will consist of numerous and frequent contacts utilizing housing managers and Human Resources Coordinators, offering opportunities and incentives to encourage residents to increase their incomes, find new more rewarding positions, gain greater educational and vocational skills, and otherwise take advantage of existing programs to attain upward mobility.

The PRHA is dealing with concentrations of poverty in an active manner aiding the residents of the family properties to achieve greater income and thereby individually break the cycle of poverty.



## **Petersburg Redevelopment and Housing Authority Section 8 Homeownership Capacity Statement**

The Petersburg Redevelopment and Housing Authority (PRHA) has established for its Section 8 Homeownership Program a minimum down payment requirement of at least 3% with 1% of such down payment coming from the participant's resources.

PRHA shall set aside ten vouchers from its HUD allocation for homeownership and demonstrate the capacity to administer the program by satisfying one of the following criteria:

PRHA shall require that financing for the purchase of a home through its Section 8 Homeownership Program:

1. Be provided by any lender insured or guaranteed by the State or Federal government;
2. Comply with secondary mortgage market underwriting requirements;
3. Comply with generally accepted private sector underwriting standards.

The Petersburg Redevelopment and Housing Authority has operated Homeownership Programs since 1997. The program is designed for first-time homebuyers. PRHA has sold over 100 homes (single-family and townhomes) to income qualified families.

## **Voluntary Conversion Initial Assessment**

The Petersburg Redevelopment and Housing Authority has conducted an initial assessment of its properties for conversion of these public housing units to tenant-based assistance and the results are as follows.

The Authority has three developments of which one is designated as elderly and near elderly, Sycamore Towers, VA020000102 and is exempt from the initial assessment.

The other two development are Pin Oaks, VA020000103, which contains 150 units and is located in an area which is presently under consideration for redevelopment.

Pecan Acres, VA020000101 consists of 160 units, 10 of which are in a separate neighborhood on North Valor Drive.

All other Authority units are already included in its various homeownership programs and are, as a result, exempt.

## **Definition of "Substantial Deviation" and "Significant Amendment or Modification"**

The Petersburg Redevelopment and Housing Authority defines the terms "Substantial Deviation" and "Significant Amendment or Modification" by stating the basic criteria for such definitions in the annual plan that has met full public process and review. The PRHA will consider the following actions to be significant amendments or modifications:

- Changes to rent or admissions policies or organization of the waiting list;
- Additions of non-emergency work items (items not included in the current annual Statement or 5-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund and;
- Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

An exception for this definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements and such changes will not be considered significant amendments by HUD.

### **Description of Implementation of Community Service Requirement**

Residents who do not meet any of the criteria for an exemption are required to complete a Certification of Compliance form, given a copy of our Community Service Policy and list of service providers. During the twelve month period of their lease, participants are scheduled to meet with the Housing Manager at the site on a quarterly basis. During the interim review the staff person reviews status and discusses accomplishments and barriers. A final review is scheduled at least 30 days prior to annual lease review, a service completion form or a non-compliance form is signed at this time.

### **Assesment Of Demographic Changes Since Site-Based Waiting List Implementation**

	<b>2001</b>	<b>2008</b>
% of Tenants under the age of 55 living in Sycamore Towers	9%	4%

There have been no new tenants admitted to Sycamore Towers under the age of 55 since implementing the Site-based waiting list.

## **PETERSBURG REDEVELOPMENT AND HOUSING AUTHORITY**

### **STATEMENT OF PROGRESS IN MEETING FIVE (5) YEAR GOAL**

#### **ANNUAL PLAN FY 2009**

The Petersburg Redevelopment and Housing Authority has determined the following objectives have been met in the Five Year Plan:

1. Examine the activities that involve the collection, inspection, revision, and submission of the Authority's various policies, approaches, and procedures to ensure a more efficient operation.
2. The Authority will continue to administer the capital improvement plan to modernize its elderly and family facilities.
3. The Cedar Lawn HOPE I program is near completion with most of the units sold, under contract, or occupied by Lease/Purchase tenants. This program has helped over 40 income qualified families, to date, become homeowners.
4. The Family Self-Sufficiency Program will be continued, encouraging residents to become productive members of the community.
5. Recent resident council elections have resulted in formation of active councils on each site which meet regularly.
6. The Petersburg Redevelopment and Housing Authority will continue its partnership with the City of Petersburg to pool its resources in order to pursue additional development initiatives.

# **Petersburg Redevelopment and Housing Authority**

## **18.0 PET POLICY**

### **18.1 EXCLUSIONS**

This policy does not apply to animals that are used to assist persons with disabilities. Assistive animals are allowed in all public housing facilities with no restrictions other than those imposed on all tenants to maintain their units and associated facilities in a decent, safe, and sanitary manner and to refrain from disturbing their neighbors.

### **18.2 PETS IN PUBLIC HOUSING**

The Petersburg Redevelopment and Housing Authority allows for pet ownership in its family developments with the written pre—approval of the Housing Authority. Residents are responsible for any damage caused by their pets, including the cost of fumigating or cleaning their units. In exchange for this right, resident assumes full responsibility and liability for the pet and agrees to hold the Petersburg Redevelopment and Housing Authority harmless from any claims caused by an action or inaction of the pet.

### **18.3 APPROVAL**

Residents must have the prior written approval of the Housing Authority before moving a pet into their unit. Residents must request approval on the Authorization for Pet Ownership Form that must be fully completed before the Housing Authority will approve the request. Residents must give the Housing Authority a picture of the pet so it can be identified if it is running loose.

### **18.4 TYPES AND NUMBER OF PETS**

The Petersburg Redevelopment and Housing Authority will allow only common household pets. This means only domesticated animals such as a dogs and cats, and additional pets previously approved by the management. Only these pets will be allowed in family units. If this definition conflicts with a state or local law or regulation, the state or local law or regulation shall govern.

All dogs and cats must be spayed or neutered before they become six months old. A licensed veterinarian must verify this fact.

Only cats or dogs per unit will be allowed according to this schedule.

<b>Unit Size</b>	<b>Pets</b>
Zero Bedroom	1
One Bedroom	1
Two Bedrooms	1
Three Bedrooms	2
Four or More Bedrooms	2

# **Petersburg Redevelopment and Housing Authority**

Any animal deemed to be potentially harmful to the health or safety of others, including attack or fight trained dogs, will not be allowed.

No animal may exceed 26 pounds in weight projected to full adult size.

## **18.5 INOCULATIONS**

In order to be registered, pets must be appropriately inoculated against rabies, distemper and other conditions prescribed by state and/or local ordinances. They must comply with all other state and local public health, animal control, and anti-cruelty laws including any licensing requirements. A certification signed by a licensed veterinarian or state or local official shall be annually filed with the Petersburg Redevelopment and Housing Authority to attest to the inoculations. The resident must apply regularly a veterinarian approved and supplied flea, tick and other pest control and supply a receipt from the veterinarian as to this purchase.

## **18.6 PET DEPOSIT**

A pet deposit of \$350 is required at the time of registering a dog or cat. An amount of \$300 of the deposit is refundable when the dog or cat or the family vacates the unit, less any amounts owed due to damage beyond normal wear and tear. A separate deposit is required for each pet.

## **18.7 FINANCIAL OBLIGATION OF RESIDENTS**

Any resident who owns or keeps a pet in their dwelling unit will be required to pay for any damages caused by the pet. Also, any pet-related insect infestation in the pet owner's unit will be the financial responsibility of the pet owner and the Petersburg Redevelopment and Housing Authority reserves the right to exterminate and charge the resident.

## **18.8 NUISANCE OR THREAT TO HEALTH OR SAFETY**

The pet and its living quarters must be maintained in a manner to prevent odors and any other unsanitary conditions in the owner's unit and surrounding areas.

Repeated substantiated complaints by neighbors or Petersburg Redevelopment and Housing Authority personnel regarding pets disturbing the peace of neighbors through noise, odor, animal waste, or other nuisance may result in the owner having to remove the pet or move him/herself

Pets who make noise continuously and/or incessantly for a period of 10 minutes or intermittently for one half hour or more to the disturbance of any person at any time of day or night shall be considered a nuisance.

## **18.9 DESIGNATION OF PET AREAS**

Pets must be kept in the owner's apartment or on a leash at all times when outside the unit (no outdoor cages may be constructed). Pets will be allowed only in designated areas on the grounds of the property if the Petersburg Redevelopment and Housing Authority designates a pet area for the particular site. Pet owners must clean up after their pets and are responsible for disposing of pet waste.



## **Petersburg Redevelopment and Housing Authority**

With the exception of assistive animals no pets shall be allowed in the community room, community room kitchen, laundry rooms, public bathrooms, lobby beauty shop, hallways or office in any of our sites.

To accommodate residents who have medically certified allergic or phobic reactions to dogs, cats, or other pets, those pets may be barred from certain wings (or floors) in our development(s)/(building(s)). This shall be implemented based on demand for this service.

### **18.10 MISCELLANEOUS RULES**

Cats and dogs may not be left unattended in a dwelling unit for over 8 hours. If the pet is left unattended and no arrangements have been made for its care, the HA will have the right to enter the premises and take the uncared for pet to be boarded at a local animal care facility at the total expense of the resident.

Pet bedding shall not be washed in any common laundry facilities. Residents must take appropriate actions to protect their pets from fleas and ticks.

All dogs must wear a tag bearing the resident's name and phone number and the date of the latest rabies inoculation

Pets cannot be kept, bred or used for any commercial purpose.

Residents owning cats shall maintain waterproof litter boxes for cat waste. Refuse from litter boxes shall not accumulate or become unsightly or unsanitary. Litter shall be disposed of in an appropriate manner.

A pet owner shall physically control or confine his/her pet during the times when Housing Authority employees, agents of the Housing Authority or others must enter the pet owner's apartment to conduct business, provide services, enforce lease terms, etc.

If a pet causes harm to any person, the pet's owner shall be required to permanently remove the pet from the Housing Authority's property within 24 hours of written notice from the Housing Authority. The pet owner may also be subject to termination of his/her dwelling lease.

A pet owner who violated any other conditions of this policy may be required to remove his/her pet from the development within 10 days of written notice from the Housing Authority. The pet owner may also be subject to termination of his/her dwelling lease.

The Housing Authority's grievance procedures shall be applicable to all individual grievances or disputes arising out of violations or alleged violations of this policy.

### **18.11 VISITING PETS**

Pets that meet the size and type criteria outlined above may visit the developments/buildings where pets are allowed for up to two weeks with Petersburg Redevelopment and Housing Authority prior approval. Tenants who have visiting pets must abide by the conditions of this policy regarding health, sanitation, nuisances, and peaceful enjoyment of others. If visiting pets violate this policy or cause the tenant to violate the lease, the tenant will be required to remove the visiting pet.

### **18.12 REMOVAL OF PETS**

The Petersburg Redevelopment and Housing Authority, or an appropriate community authority, shall require the removal of any pet from a development if the pet conduct or condition is determined to be a nuisance or threat to the health or safety of other

## **Petersburg Redevelopment and Housing Authority**

occupants of the development or of other persons in the community where the development is located.

In the event of illness or death of pet owner, or in the case of an emergency which would prevent the pet owner from properly caring for the pet, the Petersburg Redevelopment and Housing Authority has permission to call the emergency caregiver designated by the resident or the local Pet Law Enforcement Agency to take the pet and care for it until family or friends would claim the pet and assume responsibility for it. Any expenses incurred will be the responsibility of the pet owner.

# Authorization for Pet Ownership Form

(Please fill out a form for each pet)

Pet Owner's Name: \_\_\_\_\_

Pet Owner's Address: \_\_\_\_\_

Home Telephone: \_\_\_\_\_ Work Telephone: \_\_\_\_\_

Pet's Name: \_\_\_\_\_

Type or Breed: \_\_\_\_\_

Spayed or Neutered?: \_\_\_\_\_

License or ID number: \_\_\_\_\_

Veterinarian Utilized: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Emergency Caregiver for the Pet: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**I have read and understand the rules governing pets and I and all members of my household promise to fully comply.**

**Signature of Pet Owner:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Approved By:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Please attach to this form the following:**

- **Picture of pet**
- **Rabies Certification**

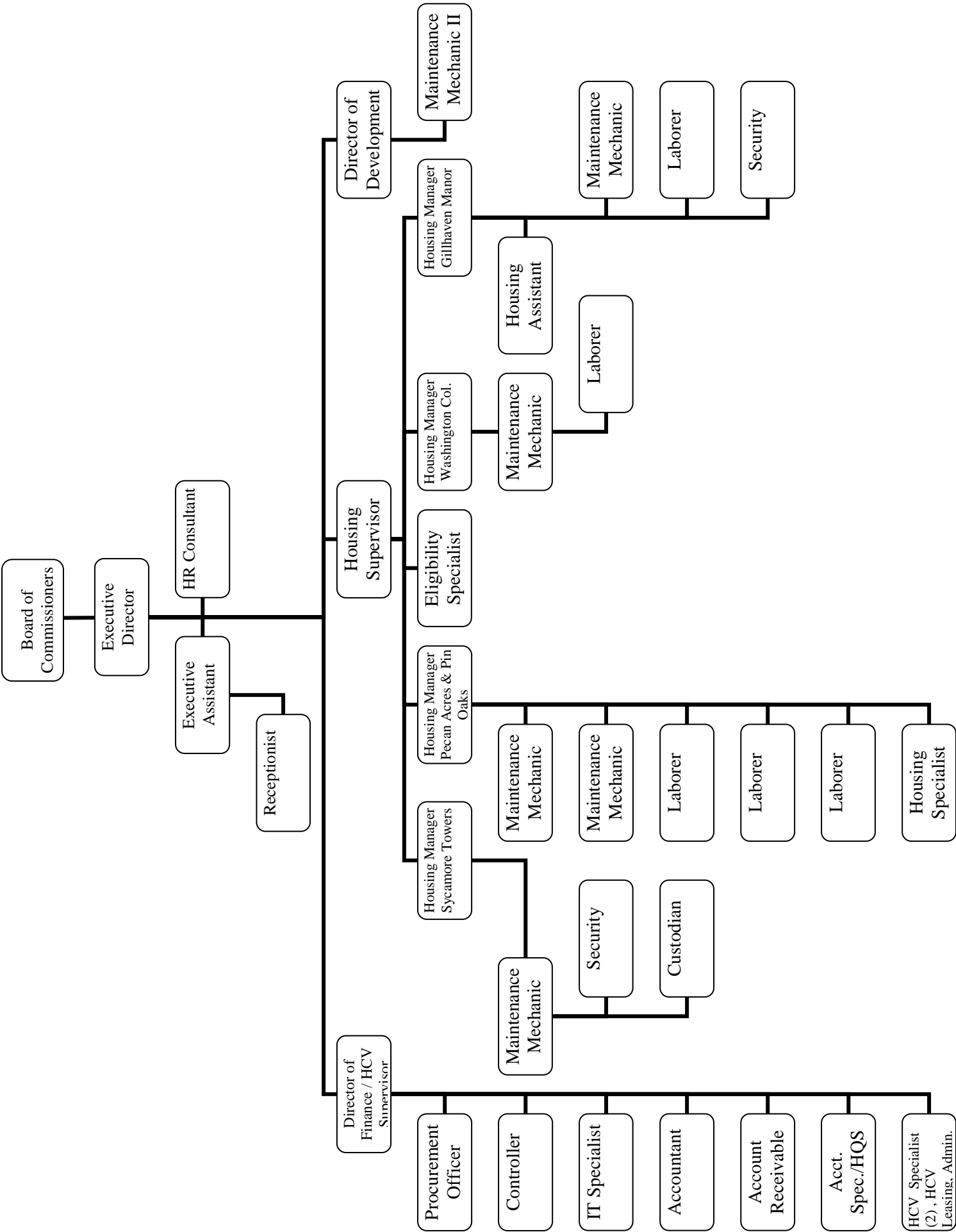
Petersburg Redevelopment and Housing Authority  
Project Based Housing Choice Vouchers

In accordance with HUD regulations as detailed in the Code of Federal Regulations 983 and others by reference and the Federal Register notice dated 01/16/2001, the Petersburg Redevelopment and Housing Authority can designate 20% of the Housing Choice Voucher stock to project-based assistance.

Under the tenant-based housing choice voucher program, the public housing authority (PHA) issues an eligible family a voucher and the family selects a unit of its choice. If the family moves out of the unit, the contract with the owner ends and the family can move with continued assistance to another unit.

Under the project-based voucher assistance program, a PHA enters into an assistance contract with the owner for specified units and for a specified term. The PHA refers families from its waiting list to fill units if they are vacant. Because the assistance is tied to the unit, a family who moves from the project-based unit does not have any right to continued housing assistance. However, they may be eligible for a tenant-based voucher when one becomes available.

In order to bring Wythe Row's (a tax credit property) two bedroom rents to rent reasonableness levels with market comparable two bedroom units and rents with the Richmond-Petersburg Metropolitan Statistical Area (MSA), project-based vouchers can be considered with minimal impact upon the residents for the rent adjustments. Funding for the vouchers is disbursed from the existing Annual Contributions Contract for housing choice vouchers. The residents would receive assisted housing assistance for affordable housing.



### **Identification of Resident Commissioner**

Ms. Shanika Price is presently the Resident Commissioner for the Petersburg Redevelopment and Housing Authority.

**Petersburg Redevelopment and Housing Authority  
Annual Plan Public Hearing**

September 17, 2008

Ms. Tanya Friday began the meeting by going over the highlights of the Annual Plan and how it affected the residents of the Authority. The residents were asked if there were any concerns and there were none. The residents were encouraged submit items they would to see happen at their site. A copy of attendance sign-in sheet is attached.

The meeting was adjourned.

2009 Annual Plan  
Public Hearing

Sycamore Towers  
128 South Sycamore Street  
Petersburg, Virginia 23803  
Wednesday, September 10, 2008

SHIN-IN SHEET

NAME/TITLE	AGENCY/ADDRESS
William Marsh	122 S. Sycamore St.
Ridgeman Carnegie	Sycamore Towers
William H. Carnegie	Sycamore Towers
John R. Carnegie	Sycamore Towers
John R. Carnegie	Sycamore Towers Manager
George H. Carnegie	128 S. Sycamore St., P.S. 10
Ryanica Turner	128 S. Sycamore St., P.S. 10
Richard Smith	PRHA
James Foley	PRHA



Sunday, August 3, 2008

Index

Public Notices

**Notice of Public Hearing  
Agency Plan Amendment No. 1008**

The Hershberg Foundation and Housing Authority has completed its Agency Plan Amendment 1008 in compliance with the County Home Care Work Responsibility Act of 1996. It is available for review at the Authority's central administrative office located at the Temporary Building 104A, 3000 Greenway Street, The Agency Building.

1. A Five-Year Plan that describes the mission of the housing authority and the goals and objectives for the next five years.
2. An Annual Plan that provides details about the housing authority's current policies, operations, programs, and services.

The Authority's hours of operation are 8:30 am to 5:00 pm. In addition, a public hearing will be held on September 17, 2008 in the Conference Room of Building 104A, 3000 Greenway Street, at 2:00 pm. Everyone is invited.



## 12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary						
PHA Name: Petersburg Redevelopment and Housing Authority			Grant Type and Number Capital Fund Program Grant No: VA36P020-501-09 Replacement Housing Factor Grant No:		Federal FY of Grant: 2009	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report						
Line	Summary by Development Account	Original	Revised	Total Estimated Cost	Obligated	Total Actual Cost
1	Total non-CFP Funds					
2	1406 Operations	149,000				
3	1408 Management Improvements	140,000				
4	1410 Administration	74,665				
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs	50,000				
8	1440 Site Acquisition					
9	1450 Site Improvement					
10	1460 Dwelling Structures	262,987				
11	1465.1 Dwelling Equipment—Nonexpendable	40,000				
12	1470 Nondwelling Structures					
13	1475 Nondwelling Equipment	30,000				
14	1485 Demolition					
15	1490 Replacement Reserve					
16	1492 Moving to Work Demonstration					
17	1495.1 Relocation Costs					
18	1499 Development Activities					
19	1501 Collateralization or Debt Service					
20	1502 Contingency					
21	Amount of Annual Grant: (sum of lines 2 – 20)	746,652				
22	Amount of line 21 Related to LBP Activities					
23	Amount of line 21 Related to Section 504 compliance					
24	Amount of line 21 Related to Security – Soft Costs					
25	Amount of Line 21 Related to Security – Hard Costs					
26	Amount of line 21 Related to Energy Conservation Measures					

## **12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report**

[illegible]

### **13. Capital Fund Program Five-Year Action Plan**

# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

### Part III: Implementation Schedule

[illegible]

### 13. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan					
Part I: Summary					
PHA Name	Year 1 2009	Work Statement for Year 2 FFY Grant: 2010 PHA FY: January 1	Work Statement for Year 3 FFY Grant: 2011 PHA FY: January 1	Work Statement for Year 4 FFY Grant: 2012 PHA FY: January 1	Work Statement for Year 5 FFY Grant: 2013 PHA FY: January 1
Development Number/Name/HA-Wide					
	Annual Statement				
VA 20-1 Pecan Acres, N. Valor		10,000	10,000	10,000	50,000
VA 20-2 Sycamore Towers		30,000	30,000	30,000	30,000
VA 20-3 Pin Oaks (27 units Modernization)		256,322	256,322	256,322	216,322
HA Wide		373,063	373,063	373,063	333,163
COCC		74,665	74,665	74,665	74,665
CFP Funds Listed for 5-year planning	746,652	746,652	746,652	746,652	746,652

### 13. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan						
Part II: Supporting Pages—Work Activities						
Activities for Year 1	Activities for Year : 2____ FFY Grant: 2010 PHA FY: January 1			Activities for Year: __3__ FFY Grant: 2011 PHA FY: January 1		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	VA 20-03 planned renovation and redevelopment of site	LS	256,322	VA 20-03 planned renovation and redevelopment of site	LS	256,322
Annual	VA20-02 provide new roofing and flashing	LS	20,000	VA20-02 provide kitchen renovations at Sycamore Towers	LS	30,000
Statement	VA20-02 provide renovations to community rooms (4 <sup>th</sup> and 9 <sup>th</sup> flrs) Sycamore Towers	LS	10,000	VA20-01 Provide DU sewer improvements at Pecan Acres	LS	10,000
	VA20-01 correct settlement problems causing brick veneer cracking at N. Valor	LS	3,000			
	VA20-01 provide new stair rails at second floor landings at Pecan Acres	LS	7,000			
	1406 Account	LS	149,000	1406 Account	LS	149,000
	1408 Account	LS	74,665	1408 Account	LS	74,665
	1410 Account	LS	74,665	1410 Account	LS	74,665
	1430 Account	LS	100,000	1430 Account	LS	100,000
	1465 Account	LS	40,000	1465 Account	LS	40,000
	1475 Account	LS	12,000	1475 Account	LS	12,000





**Capital Fund Program Five-Year Action Plan  
Part I: Summary**

PHA Name		<input type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA-Wide	Year 1 2009	Work Statement for Year 2 FFY Grant: 2010 PHA FY: January 1	Work Statement for Year 3 FFY Grant: 2011 PHA FY: January 1	Work Statement for Year 4 FFY Grant: 2012 PHA FY: January 1	Work Statement for Year 5 FFY Grant: 2013 PHA FY: January 1
	Annual Statement				
VA 20-1 Pecan Acres, N. Valor		10,000	10,000	10,000	50,000
VA 20-2 Sycamore Towers		30,000	30,000	30,000	30,000
VA 20-3 Pin Oaks		256,322	256,322	256,322	216,322
HA Wide		373,063	373,063	373,063	333,163
COCC		74,665	74,665	74,665	74,665
CFP Funds Listed for 5-year planning	746,652	746,652	746,652	746,652	746,652
Replacement Housing Factor Funds					

Capital Fund Program Five-Year Action Plan Part II: Supporting Pages—Work Activities						
Activities for Year 1	Activities for Year : __2__ FFY Grant: 2010 PHA FY: January 1			Activities for Year: __3__ FFY Grant: 2011 PHA FY: January 1		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
<b>See</b>	VA 20-03 planned renovation and redevelopment of site	LS	256,322	VA 20-03 planned renovation and redevelopment of site	LS	256,322
<b>Annual</b>	VA20-02 provide new roofing and flashing	LS	20,000	VA20-02 provide kitchen renovations at Sycamore Towers	LS	30,000
<b>Statement</b>	VA20-02 provide renovations to community rooms (4 <sup>th</sup> and 9 <sup>th</sup> flrs) Sycamore Towers	LS	10,000	VA20-01 Provide DU sewer improvements at Pecan Acres	LS	10,000
	VA20-01 correct settlement problems causing brick veneer cracking at N. Valor	LS	3,000			
	VA20-01 provide new stair rails at second floor landings at Pecan Acres	LS	7,000			
	1406 Account	LS	149,000	1406 Account	LS	149,000
	1408 Account	LS	74,665	1408 Account	LS	74,665
	1410 Account	LS	74,665	1410 Account	LS	74,665
	1430 Account	LS	100,000	1430 Account	LS	100,000
	1465 Account	LS	40,000	1465 Account	LS	40,000
	1475 Account	LS	12,000	1475 Account	LS	12,000
Total CFP Estimated Cost			\$746,652			\$746,652

## Capital Fund Program Five-Year Action Plan

### Part II: Supporting Pages—Work Activities

[illegible]

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Petersburg Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No: VA36P020-502-03 Replacement Housing Factor Grant No:		Federal FY of Grant: 2003	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:3 dated 02.21.07) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: 06.30.08 <input checked="" type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	29,740		29,740	29,740
4	1410 Administration	14,870		14,870	14,870
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	3,000		3,000	3,000
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	101,107		101,107	101,107
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	148,717		148,717	148,717
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				



**Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)  
Part III: Implementation Schedule**

PHA Name: Petersburg Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program No: VA36P020502-03 Replacement Housing Factor No:			Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
Management Improvements – Staff	02/12/06		03/31/04	02/12/08		02/11/08	
Administration – Support	02/12/06		03/31/04	02/12/08		02/11/08	
A&E Services – Design Work	02/12/06		03/31/04	02/12/08		02/11/08	
Construction Central Builders	02/12/06		03/31/04	02/12/08		02/11/08	
Reglaze all defective windows, Cold Water Pump, Chiller System	02/12/06		03/31/04	02/12/08		02/11/08	
HVAC and Electrical	02/12/06		03/31/04	02/12/08		02/11/08	

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Petersburg Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: VA36R02050103		Federal FY of Grant: 2003	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve	24,006		24,006	0
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	24,006		24,006	0
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

**Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)  
Part II: Supporting Pages**

[illegible]





Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Petersburg Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: VA36R02050103		Federal FY of Grant: 2003	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve	24,006		24,006	0
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	24,006		24,006	0
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				





Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Petersburg Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No: VA36P020-501-04 Replacement Housing Factor Grant No:		Federal FY of Grant: 2004	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:4 dated 11.13.07) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 06.30.08 <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	156,000		156,000	137,768
3	1408 Management Improvements	157,088		157,088	157,088
4	1410 Administration	78,000		78,000	78,000
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	58,000		58,000	58,000
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	245,300		245,300	13,291
11	1465.1 Dwelling Equipment—Nonexpendable	35,000		35,000	35,000
12	1470 Nondwelling Structures	0		0	0
13	1475 Nondwelling Equipment	39,000		39,000	39,000
14	1485 Demolition	20,000		20,000	0
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	788,388		788,388	518,147
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

**Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)  
Part II: Supporting Pages**

## Part II: Supporting Pages

PHA Name: Petersburg Redevelopment and Housing	Grant Type and Number	Federal FY of Grant: 2004

Authority  
Capital Fund Program Grant No: VA 26D020501 04

VA30F0Z0301-04  
Replacement Housing Factor Grant No:

Development Number	General Description of Major Work	Dev. Acct	Quantity	Total Estimated	Total Actual Cost	Status of
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Name/HA-Wide	Categories	No.	Cost	Work
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Original	Revised	Obligated	Expended
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HA Wide	14	08	72,088	72,088	Complete
Management Improvements –	14	08	72,088	72,088	Complete

HA Wide	Resident Driver and PM Coordinator	14	00	05 000	05 000	05 000	Complete
	New Application Software and						

HA wide	New Application Software and Training	14	08	85,000	85,000	85,000	Complete

HA Wide	Administration – Support	14	10	78,000	78,000	Complete
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VA 20-03	HVAC	14	60	152,300	152,300	0	Pending
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VA 20-03	Electrical Upgrades	14	60	93,000	13,291	Pending
ITA W-1-	Application	14	65 <td>25,000 <td>25,000 <td>Completed</td> </td></td>	25,000 <td>25,000 <td>Completed</td> </td>	25,000 <td>Completed</td>	Completed

HAZARDOUS WASTE	NON DOWNING EQUIPMENT / VEHICLES	14	15	22,000	22,000	22,000	Complete
HA Wide	Demolition	14	85		20,000	20,000	Pending
							0

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<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part III: Implementation Schedule</b>									
PHA Name: Petersburg Redevelopment and Housing Authority			Grant Type and Number Capital Fund Program No: VA36P020501-04 Replacement Housing Factor No:			Federal FY of Grant: 2004			
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates		
	Original	Revised	Actual	Original	Revised	Actual			
Operations – Maintenance Support	09/13/06		09/13/05	09/13/08					
Management Improvements – Resident Driver and PM Coordinator	09/13/06		09/13/05	09/13/08					
New Application Software and Training	09/13/06		09/13/05	09/13/08					
Administration – Support	09/13/06		09/13/05	09/13/08					
A&E Services – Design Work	09/13/06		09/13/05	09/13/08					
HVAC	09/13/06		09/13/05	09/13/08					
Electrical Upgrades	09/13/06		09/13/05	09/13/08					
Appliances	09/13/06		09/13/05	09/13/08					
Non Dwelling Equipment / Vehicles	09/13/06		09/13/05	09/13/08					

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Petersburg Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: VA36R02050104		Federal FY of Grant: 2004	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve	35,563		35,563	0
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	35,563		35,563	0
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				



**Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)  
Part II: Supporting Pages**

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Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary						
PHA Name: Petersburg Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: VA36R02050105			Federal FY of Grant: 2005	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report						
Line	Summary by Development Account	Total Estimated Cost			Total Actual Cost	
		Original	Revised	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations					
3	1408 Management Improvements					
4	1410 Administration					
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs					
8	1440 Site Acquisition					
9	1450 Site Improvement					
10	1460 Dwelling Structures					
11	1465.1 Dwelling Equipment—Nonexpendable					
12	1470 Nondwelling Structures					
13	1475 Nondwelling Equipment					
14	1485 Demolition	5,926		0	0	0
15	1490 Replacement Reserve					
16	1492 Moving to Work Demonstration					
17	1495.1 Relocation Costs					
18	1499 Development Activities					
19	1501 Collateralization or Debt Service					
20	1502 Contingency					
21	Amount of Annual Grant: (sum of lines 2 – 20)	5,926		0	0	0
22	Amount of line 21 Related to LBP Activities					
23	Amount of line 21 Related to Section 504 compliance					
24	Amount of line 21 Related to Security – Soft Costs					
25	Amount of Line 21 Related to Security – Hard Costs					
26	Amount of line 21 Related to Energy Conservation Measures					

**Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)  
Part II: Supporting Pages**

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# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

### Part III: Implementation Schedule

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Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Petersburg Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No: VA36P020-501-05 Replacement Housing Factor Grant No:		Federal FY of Grant: 2005	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 06.30.08 <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	74,400		74,400	74,400
3	1408 Management Improvements	37,259		37,259	52,976
4	1410 Administration	38,500		38,500	38,500
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	53,700		53,700	18,884
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	513,230		513,230	0
11	1465.1 Dwelling Equipment—Nonexpendable	30,000		30,000	30,000
12	1470 Nondwelling Structures	0		0	0
13	1475 Nondwelling Equipment	14,000		14,000	36,877
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	761,089		761,089	251,637
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: Petersburg Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program No: VA36P020501-05 Replacement Housing Factor No:			Federal FY of Grant: 2005		
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
Operations – Maintenance Support	08/17/07		07/31/06	08/17/09			
Management Improvements – Resident Driver and PM Coordinator	08/17/07		07/31/06	08/17/09			
New Application Software and Training	08/17/07		07/31/06	08/17/09			
Administration – Support	08/17/07		07/31/06	08/17/09			
A&E Services – Design Work	08/17/07		07/31/06	08/17/09			
HVAC	08/17/07		07/31/06	08/17/09			
Electrical Upgrades	08/17/07		07/31/06	08/17/09			
Appliances	08/17/07		07/31/06	08/17/09			
Non Dwelling Equipment / Technology	08/17/07		07/31/06	08/17/09			



Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Petersburg Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: VA36R02050206		Federal FY of Grant: 2006	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition	2,056		0	0
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	2,056		0	0
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

**Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)  
Part II: Supporting Pages**

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# Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule

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Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary				
PHA Name: Petersburg Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No: VA36P020-501-06 Replacement Housing Factor Grant No:		Federal FY of Grant: 2006
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 06.30.08 <input type="checkbox"/> Final Performance and Evaluation Report				
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost
		Original	Revised	Obligated
1	Total non-CFP Funds			Expended
2	1406 Operations	73,562		73,562
3	1408 Management Improvements	42,900		42,900
4	1410 Administration	61,071		61,071
5	1411 Audit			
6	1415 Liquidated Damages			
7	1430 Fees and Costs	53,700		53,700
8	1440 Site Acquisition			
9	1450 Site Improvement			
10	1460 Dwelling Structures	343,327		343,327
11	1465.1 Dwelling Equipment—Nonexpendable	35,000		35,000
12	1470 Nondwelling Structures	0		0
13	1475 Nondwelling Equipment	5,000		5,000
14	1485 Demolition			
15	1490 Replacement Reserve			
16	1492 Moving to Work Demonstration			
17	1495.1 Relocation Costs			
18	1499 Development Activities			
19	1501 Collateralization or Debt Service	142,799		142,799
20	1502 Contingency			
21	Amount of Annual Grant: (sum of lines 2 – 20)	757,359		757,359
22	Amount of line 21 Related to LBP Activities			
23	Amount of line 21 Related to Section 504 compliance			
24	Amount of line 21 Related to Security – Soft Costs			
25	Amount of Line 21 Related to Security – Hard Costs			
26	Amount of line 21 Related to Energy Conservation Measures			

## Part II: Supporting Pages

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<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part III: Implementation Schedule</b>									
PHA Name: Petersburg Redevelopment and Housing Authority			Grant Type and Number Capital Fund Program No: VA36P020501-06 Replacement Housing Factor No:			Federal FY of Grant: 2006			
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates		
	Original	Revised	Actual	Original	Revised	Actual			
Operations – Maintenance Support	07/17/08			07/17/10					
Management Improvements – Resident Driver and PM Coordinator	07/17/08			07/17/10					
New Application Software and Training	07/17/08			07/17/10					
Administration – Support	07/17/08			07/17/10					
A&E Services – Design Work	07/17/08			07/17/10					
HVAC	07/17/08			07/17/10					
Electrical Upgrades	07/17/08			07/17/10					
Appliances	07/17/08			07/17/10					
Non Dwelling Equipment / Technology	07/17/08			07/17/10					
Debt Service	07/17/08			07/17/10					

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Petersburg Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: VA36R02050207		Federal FY of Grant: 2007	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition	2,199		0	0
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	2,199		0	0
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

**Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)  
Part II: Supporting Pages**

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# Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule

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Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Petersburg Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No: VA36P020-501-07 Replacement Housing Factor Grant No:		Federal FY of Grant: 2007	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 06.30.08 <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	126,398		125,409	0
3	1408 Management Improvements	84,265		84,265	42,580
4	1410 Administration	84,265		84,265	35,110
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	43,000		0	0
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable	30,000		0	0
12	1470 Nondwelling Structures	168,874		0	0
13	1475 Nondwelling Equipment	12,000		359	359
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service	293,850		0	0
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	842,652		294,298	78,049
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				



<b>Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part III: Implementation Schedule</b>									
PHA Name: Petersburg Redevelopment and Housing Authority			Grant Type and Number Capital Fund Program No: VA36P020501-07 Replacement Housing Factor No:			Federal FY of Grant: 2007			
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates		
	Original	Revised	Actual	Original	Revised	Actual			
HA Wide Operations – Maintenance Support	09/12/09			09/12/11					
HA Wide Management Improvements – IT	09/12/09			09/12/11					
HA Wide Administration – Support	09/12/09			09/12/11					
HA Wide A&E Services – Design Work	09/12/09			09/12/11					
HA Wide COCC Renovations	09/12/09			09/12/11					
VA 20-03 CFPP Demo/Dispo	09/12/09			09/12/11					
HA Wide Appliances	09/12/09			09/12/11					
HA Wide Non Dwelling Equipment / Technology	09/12/09			09/12/11					

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Petersburg Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: VA36R02050208		Federal FY of Grant: 2008	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition	2,215		0	0
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	2,215		0	0
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

**Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)  
Part II: Supporting Pages**

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# Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule

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Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Petersburg Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No: VA36P020-501-08 Replacement Housing Factor Grant No:		Federal FY of Grant: 2008	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 06.30.08 <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	168,000		0	0
3	1408 Management Improvements	163,000		0	0
4	1410 Administration	84,413		0	0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	80,000		0	0
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	231,721		0	0
11	1465.1 Dwelling Equipment—Nonexpendable	35,000		0	0
12	1470 Nondwelling Structures	50,000		0	0
13	1475 Nondwelling Equipment	32,000		0	0
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	844,134		0	0
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				







Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Petersburg Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No: VA36R020502-08 Replacement Housing Factor Grant No: VA36R020502-08		Federal FY of Grant: 2008	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	2,215			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)				
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

**Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)  
Part II: Supporting Pages**

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# Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule

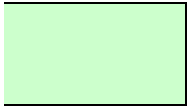
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**2008 AMP Budget**  
**Petersburg Redevelopment and Housing Authority**  
**For the year ending 12/31/2008**

<b>ACC Units</b>	<b>Totals 454</b>	<b>Pecan Acres 158</b>	<b>Sycamore Towers 100</b>	<b>Pin Oaks 150</b>
<b>OPERATING INCOME</b>				
Dwelling Rents	1,071,480	450,000	270,000	339,480
Excess Utilities	126,400	86,400	-	40,000
Interest Income	67,222	3,780	2,455	3,387
Operating Subsidy	1,296,000	504,000	327,273	451,636
Other Income	367,000	2,000	3,000	2,000
<b>TOTAL OPERATING INCOME</b>	<b>2,928,102</b>	<b>1,046,180</b>	<b>602,728</b>	<b>836,503</b>
<b>OPERATING EXPENSES</b>				
Administrative Salaries	210,355	77,941	50,821	80,867
Employee Benefits	191,216	64,927	50,758	63,783
Accounting Fees	-	-	-	-
Advertising	3,000	1,000	1,000	1,000
Auditing Fees	11,200	4,200	2,600	3,900
Tenant/Applicant Screening	7,176	3,000	576	3,600
Court Cost	3,659	2,000	240	1,200
Board Expenses	8,200	2,900	2,000	2,300
Legal Expenses	57,150	21,510	11,880	21,060
Staff Training	15,365	5,000	4,535	4,830
Office Equipment	16,210	3,500	6,460	4,250
Office Supplies	4,150	1,500	1,200	1,400
Telecommunications	26,350	8,400	8,200	6,750
Publications and Subscriptions	2,200	900	400	800
Postage	4,350	1,900	1,000	1,350
Sundry Expenses (Other Admin.)	7,600	1,200	4,300	1,400
<b>TOTAL ADMINISTRATIVE</b>	<b>568,181</b>	<b>199,878</b>	<b>145,970</b>	<b>198,490</b>
Tenant Activities (Recr, Publ & Other)	10,000	4,100	2,500	3,400
<b>TOTAL TENANT SERVICES</b>	<b>10,000</b>	<b>4,100</b>	<b>2,500</b>	<b>3,400</b>
Water	66,780	30,000	11,000	25,000
Electricity	239,955	115,000	48,000	74,000
Gas	285,130	130,000	30,000	120,000
Sewer and Refuge	94,480	45,000	16,500	32,200
<b>TOTAL UTILITIES</b>	<b>686,345</b>	<b>320,000</b>	<b>105,500</b>	<b>251,200</b>
Grounds Contract	63,500	22,500	7,000	27,500
Elevator	8,320	-	8,320	-
Pest Control	32,780	12,500	7,800	11,640
Maintenance Contract	138,825	57,825	50,250	25,750
Electrical	14,740	2,000	9,240	3,500
Mechanical	29,500	7,500	18,000	3,000
Maintenance Labor	356,657	124,956	77,031	118,456
Maintenance Material	57,000	39,000	8,000	10,000
Maintenance Supplies	29,500	7,500	9,000	12,000
Automotive - Gas and Maintenance	11,900	3,500	1,750	3,000
Garbage and Trash Removal	54,093	24,525	7,500	21,600
Building Maintenance and Rentals	1,950	1,200	-	750
<b>TOTAL ORDINARY MAINTENANCE</b>	<b>798,765</b>	<b>303,006</b>	<b>203,891</b>	<b>237,196</b>

**2008 AMP Budget**  
**Petersburg Redevelopment and Housing Authority**  
**For the year ending 12/31/2008**

<b>ACC Units</b>	<b>Totals 454</b>	<b>Pecan Acres 158</b>	<b>Sycamore Towers 100</b>	<b>Pin Oaks 150</b>
Protective Salaries	30,766	-	30,766	-
Protective Services Contract	2,150	750	400	400
<b>TOTAL PROTECTIVE SERVICES</b>	<b>32,916</b>	<b>750</b>	<b>31,166</b>	<b>400</b>
Collection Losses	14,034	6,306	763	6,965
Insurance	178,600	65,000	22,000	73,600
PILOT	40,600	16,000	10,000	14,600
Management Fee	308,064	124,140	78,504	103,740
Other General Expense	35,310	-	-	-
<b>TOTAL GENERAL EXPENSE</b>	<b>576,608</b>	<b>211,446</b>	<b>111,267</b>	<b>198,905</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>2,672,815</b>	<b>1,039,180</b>	<b>600,293</b>	<b>889,590</b>
<b>NET INCOME/LOSS</b>	<b>255,287</b>	<b>7,000</b>	<b>2,435</b>	<b>(53,087)</b>



**Cedar Lawn**

**46**

12,000

-

57,600

13,091

360,000

**442,691**

726

11,748

-

-

500

-

219

1,000

2,700

1,000

2,000

50

3,000

100

100

700

**23,843**

-

-

780

2,955

5,130

780

**9,645**

6,500

840

5,000

-

1,000

36,215

-

1,000

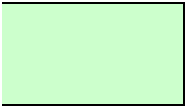
3,650

468

-

**54,673**





**Cedar Lawn**  
**46**

-  
600  
**600**

-  
18,000  
-  
1,680  
35,310  
**54,990**

**143,751**  
  
**298,940**

## **VIOLENCE AGAINST WOMEN ACT POLICY**

On January 5, 2006, President George W. Bush signed into law the Violence Against Women and Department of Justice Reauthorization Act of 2005 (“VAWA”) which served to amend, among other things, the United States Housing Act of 1937 (“U.S. Housing Act”), the federal statute governing the manner in which the Petersburg Redevelopment and Housing Authority (“PRHA”) operates its public and section 8 assisted housing programs. VAWA was promulgated in an effort to deter landlord’s from taking adverse action against victims of domestic violence who, too often, are evicted from or denied opportunities to reside in decent, safe and affordable housing as a direct result of being the target of domestic violence or related crimes.

Under VAWA, PRHA is prohibited from denying or terminating housing assistance to victims of domestic violence, dating violence and stalking. Landlords participating in PRHA’s housing choice voucher program are also governed by these same restrictions when selecting tenants and/or terminating their leases. The policy prescribed herein is aimed at insuring PRHA’s compliance with VAWA in the operation of its public housing program and in the implementation and enforcement of the rules governing the landlords who participate in PRHA’s housing choice voucher program.

### **Statement of Goals**

PRHA endeavors to provide decent, safe and affordable housing to all persons qualifying for assistance under the participant selection criteria for its subsidized housing programs and is acutely aware of the need to insure that this assistance is made readily available to both child and adult victims of domestic violence, dating violence and stalking. To wit, PRHA welcomes opportunities to collaborate with federal, state and local agencies serving the needs of these victims and will continue to work independently to maintain suitable housing for domestic violence victims and enhance victim safety in assisted families through the implementation of the policy provisions set forth herein.

### **Policy Implementation and Preemption**

PRHA will effectuate the intent and purpose of this VAWA policy through the implementation and enforcement of its public housing dwelling lease, Admission and Continued Occupancy Policies (“ACOP”) and Administrative Plan, all of which shall be construed in a manner consistent herewith. Moreover, this policy shall control to the extent that it conflicts with any provision under PRHA’s public housing dwelling lease, ACOP or Administrative Plan.

PRHA recognizes that the VAWA amendments to the U.S. Housing Act upon which this policy is predicated shall not supersede any federal, state or local law that provide greater protections to victims of domestic violence, dating violence or stalking.

### **Policy Definitions**

The following definitions shall apply to this Policy in comport with the VAWA amendments to the U.S. Housing Act.

- **Dating Violence** shall mean violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be based upon a consideration of the length of the relationship, the type of relationship and the frequency of interaction between the persons involved in the relationship.
- **Domestic Violence** shall include any felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of Virginia, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of Virginia.
- **Immediate Family Member** shall mean a spouse, parent, sibling, or child of a PRHA housing program participant, or an individual for whom the program participant functions as a substitute parent (e.g. foster parent or guardian) or any other person living in the household of the program participant and related to them by blood or marriage.
- **Stalking** shall mean to follow, pursue or repeatedly commit acts with the intent to kill, injure, harass or intimidate the victim or to place the victim under surveillance with the intent to kill, injure, harass or intimidate them, and in the course of, or as a result of such action, places the victim in reasonable fear of death, serious bodily injury or substantial emotional harm to themselves, a member of their immediate family or their spouse or intimate partner.
- **Victim** is a person who is the victim of domestic violence, dating violence or stalking as these terms are defined herein or otherwise by applicable federal law and who has timely fulfilled the certification requirements specified herein to verify the occurrence of any such activity.

### **Denying Program Admission and Assistance**

As alluded to above, VAWA enacted virtually identical amendments to sections 6 and 8 of the U.S. Housing Act which govern PRHA's public housing and housing choice voucher programs respectively. Accordingly, the parameters set forth herein for denying program admission and terminating housing assistance apply equally to PRHA as owner and manager of its three (3) public housing developments and as administrator of its housing choice voucher program. Under

VAWA, neither PRHA nor any landlords participating in PRHA's housing choice voucher program shall:

- deny an otherwise qualified housing program applicant or participant admission or assistance based on the fact that the applicant or participant is or has been a victim of domestic violence, dating violence or stalking;
- consider an incident or incidents of actual or threatened domestic violence, dating violence or stalking as a serious or repeated lease violation by a program participant who is the victim or threatened victim of such violence or determine that such action constitutes good cause for terminating the assistance, tenancy or occupancy rights of any program participant who is the victim or threatened victim of such violence;
- terminate assistance, tenancy or occupancy rights of any program participant on the grounds that the participant, their household members, guests or anyone under their control engaged in criminal activity directly relating to domestic violence, dating violence or stalking if the program participant or a member of their immediate family member is the victim or threatened victim of such violence; or
- prevent a program participant who is or has been the victim of domestic violence, dating violence or stalking from receiving a housing choice voucher from another public housing agency and moving to another jurisdiction if the participant has complied with all other obligations under PRHA's housing choice voucher program, reasonably believes that they are imminently threatened by harm from further violence if they remain in their housing unit and desires to move out of said unit in order to protect their health or safety.

Notwithstanding any of the foregoing prohibitions regarding the denial and/or termination of program assistance, PRHA and the landlords participating in PRHA's housing choice voucher program may:

- evict, remove, or terminate assistance to anyone lawfully occupying a housing unit who engages in criminal acts of physical violence against family members or other unit occupants, without evicting, removing, terminating assistance to, or otherwise penalizing the family members or unit occupants who are the victim of such violence.
- honor court orders addressing rights of access to or control over a housing unit, including civil protection orders issued to protect a victim of violence and address the distribution or possession of property among household members in cases where the family breaks up;
- evict or terminate a program participant's assistance for any violation of the lease that is not premised on any act of violence against the participant or a member of the participant's household, provided that PRHA or any landlord participating in its housing choice voucher program does not subject a program participant who has been a victim of

domestic violence, dating violence or stalking to a more demanding standard than other participants in determining whether to evict or terminate housing assistance<sup>1</sup>; or

- evict or terminate a program participant's assistance if PRHA or any landlord participating in PRHA's housing choice voucher program can demonstrate an actual and imminent threat to other tenants or those employed at or providing service to the property in which the program participant resides.

### **Victim Self-Preservation**

Persons receiving assistance through PRHA's public housing and housing choice voucher programs who are victims of domestic violence, dating violence or stalking must fulfill the same duties and obligations under their respective leases as do their counterparts who have not been victimized by such violence. All program participants must take responsibility for themselves and exercise control over their respective households in order to continue qualifying for the receipt of housing assistance. PRHA, however, fully recognizes that there is an acute need for providing additional support to participant families who have been victimized by domestic violence or similar crimes, and as a result, may refer a family or an affected family member to a local victim support service provider to help break the cycle of violent behavior through counseling and the development of a safety strategy.

Adherence to a developed safety strategy, if any, and/or the undertaking of appropriate action to prevent further episodes of violence within the household (e.g., retaining and enforcing a restraining or "no contact" order, cooperating with investigative authorities and barring a perpetrator from a leased unit or PRHA owned property) are critical to preserving a program participant's health and safety. Failure to undertake reasonable measures to stem further violence within the household may provide PRHA and any landlord participating in PRHA's housing choice voucher program with good cause to deny or terminate assistance.

### **Certification and Confidentiality Requirements**

PRHA and/or any participating landlord in PRHA's housing choice voucher program may request that a program participant claiming to be a victim of domestic violence, dating violence or stalking complete a HUD-approved certification form verifying the occurrence of the incident(s) in question and providing the name of the alleged perpetrator as well as any other pertinent information to assist with identifying and/or locating said perpetrator.

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<sup>1</sup> There may be instances in which program assistance is rightfully terminated for reasons indirectly related to an act of violence towards a program participant or their immediate family member such as termination for non-payment of repair charges resulting from damage to a housing unit caused by a violent perpetrator. Under these and similar circumstances, PRHA will endeavor to uniformly enforce its rules and regulations governing continued program participation without imposing heightened scrutiny on anyone solely because of their abuse status.

A program participant may satisfy the certification requirement prescribed herein by providing the requesting party with: (1) documentation signed by an employee, agent or volunteer of a victim service provider, an attorney, or a healthcare provider, from whom the participant has sought assistance in addressing domestic violence, sexual assault, stalking or the effects of such abuse, provided that the professional with whom the participant has consulted attests under penalty of perjury that they believe the incident in question to be a bona fide incident of domestic violence, dating violence or stalking and the participant signs or attests to the veracity of the documentation executed by the professional; or (2) a federal, state, tribal, territorial or local police or court record.

PRHA and/or any participating landlord in PRHA's housing choice voucher program may terminate a program participant's lease or housing assistance if the participant fails to provide the requisite certification within fourteen (14) business days after the certification has been requested in writing, provided that the PRHA and/or any participating landlord under PRHA's housing choice voucher program may extend the fourteen (14) day deadline at their discretion for good cause shown.

All information provided to PRHA or any participating landlord in PRHA's housing choice voucher program following a certification request shall be retained in confidence and will not be entered into any shared database or provided to any related entity except to the extent that disclosure is requested or consented to by the affected program participant in writing, is required for use in an eviction proceeding or is otherwise required by applicable law.

### **Notification Requirements**

PRHA will notify its housing program participants of the obligation imposed upon PRHA and landlords participating in PRHA's housing choice voucher program to maintain the confidentiality of information requested as part of the certification process to verify the occurrence of domestic violence, dating violence or stalking. PRHA will also notify program participants of the appropriate basis for the denial of program admission and housing assistance in accordance with this policy.

### **Policy Amendments**

PRHA's Executive Director may amend this policy when he deems such action reasonably necessary to insure PRHA's compliance with applicable law or effectuate the intent and purpose of the policy and/or the VAWA amendments to the U.S. Housing Act. Any amendment of this policy is subject to the approval of PRHA's Board of Commissioners.